



CHIPOLA COLLEGE

COURSE SYLLABUS

Chipola's website: www.chipola.edu

COURSE TITLE:

Research Writing

COURSE NUMBER:

ENC 1133

COURSE DESCRIPTION (with prerequisites):

This course is designed to increase proficiency in effective methods of library research and in writing the documented essay. ENC 1133 fulfills 2,000 words of the Gordon Rule writing requirement. Prerequisite: Grades of "C" or higher in ENC 1101-1102. 1 semester hour credit. [A]

NAME(S) OF INSTRUCTORS:

Richard Hinson

EFFECTIVE ACADEMIC YEAR:

2023-2024

REQUIRED TEXTBOOKS AND INSTRUCTIONAL MATERIALS:

None required, but any handbook with an MLA documentation style reference may be used in print or on-line. The OWL at Purdue MLA on-line handbook is an excellent resource.

GRADING POLICY:

The standing of a student in each course is expressed by one of the following letters and corresponding grading system:

A – 90 – 100

B – 80 – 89

C – 70 – 79

D – 60 – 69

F – 59 or less

The Chipola Catalog provides policies and procedures regarding the grading system. A student's Grade Point Average is derived from the grading system/quality point scale.

ATTENDANCE AND WITHDRAWAL POLICIES:

Chipola College expects regular attendance of all students, and all instructors record attendance daily. Students who are absent from classes for any reason other than official college activities must satisfy the instructor concerned that the absence was due to illness or other clearly unavoidable reasons. Otherwise, the student may suffer grade loss at the discretion of the instructor. Chipola policy allows each instructor to specify in the Instructor First Day Handout whether or not an absence is excusable and what affect the absence or tardy may have on the grade.

A student is allowed to repeat a course a maximum of three (3) times. **On the third attempt a student (1) must bear the full cost of instruction (unless waived by Student Services), (2) cannot withdraw, and (3) must receive a grade.**

MAKE-UP POLICY:

Chipola allows each instructor to specify in the Instructor First Day Handout the makeup policy.

ACADEMIC HONOR CODE POLICY:

Students are expected to uphold the Academic Honor Code. Chipola College's Honor Code is based on the premise that each student has the responsibility to (1) uphold the highest standards of academic honesty in his/her own work; (2) refuse to tolerate academic dishonesty in the college community; and (3) foster a high sense of honor and social responsibility on the part of students. Further information regarding the Academic Honor Code may be found in the Chipola Catalog, Student Governance section.

STUDENTS WITH DISABILITIES POLICY:

Chipola College is committed to making all programs and facilities accessible to anyone with a disability. Chipola's goal is for students to obtain maximum benefit from their educational experience and to effectively transition into the college environment. Students with disabilities are requested to voluntarily contact the Office of Students with Disabilities to complete the intake process and determine their eligibility for reasonable accommodations.

NOTICE OF EQUAL ACCESS/EQUAL OPPORTUNITY AND NONDISCRIMINATION:

Chipola College does not discriminate against any persons, employees, students, applicants or others affiliated with the college with regard to race, color, religion, ethnicity, national origin, age, veteran's status, disability, gender, genetic information, marital status, pregnancy or any other protected class under applicable federal and state laws, in any college program, activity or employment.

Wendy Phippen, Associate Vice President of Human Resources, Equity Officer and Title IX Coordinator, 3094 Indian Circle, Marianna, FL 32446, Building A, Room 183C, 850-718-2269, pippenw@chipola.edu.

LIBRARY AND ON-LINE REFERENCE MATERIALS:

The library is a comprehensive learning resource center providing information in print, electronic, and multimedia format to support the educational objectives of the College. On-line catalogs, e-books and electronic databases can be accessed by using the *LINCCWeb* icon on the Chipola Library website at www.chipola.edu/library. If you have questions about database usage consult the "How to Use the Chipola Databases" on the Library website or call the Library at 850/718-2274 during regular hours. Library hours are posted each semester at the building entrance and on the Library website.

See your Instructor First Day Handout for individual instructor recommendations and resources.

TECHNOLOGY RESOURCES:

The college's learning management system is **Canvas**. Classes become available on Canvas on the first day of the semester. It is the student's responsibility to log onto the Canvas system the first day of class to establish the first day of attendance and to check announcements. All official class communication must be through Canvas. For further information, contact your instructor or the Director of eLearning. The Canvas support hotline is available online in live chat and on the phone, toll-free, at 855-308-2812 for any issues in accessing or utilizing Canvas. The **Technology Center**, located in the library, is equipped with computer workstations. Lab hours are posted each semester at the building entrance and on the Library website.

FREE TUTORING RESOURCES:

The Academic Center for Excellence (**ACE**) Lab, located in Building L, offers free tutoring from 8 a.m. to 5 p.m. and is equipped with computer workstations. ACE lab hours are posted each semester at the room entrance and on the website. Additionally, Chipola College has contracted **Smarthinking**, a Pearson Company, for online tutoring services, accessible especially from 5 p.m. to 8 a.m. and weekends. Smarthinking can be accessed through Canvas.

ELECTRONIC DEVICE USAGE STATEMENT:

Classrooms should be free of all unnecessary distractions from the task of learning. Therefore, as a general rule, students should silence and avoid use of all electronic devices (laptops, phones, tablets, etc.) not being used for coursework. Consult first-day handouts for any specific policies related to the use of electronic devices in the classroom, as they may vary depending upon the nature of the course or the guidelines of the instructor. Faculty reserve the right to regulate the use of electronic devices and their accessories in class.

DISCIPLINE SPECIFIC COMPETENCIES / LEARNING OUTCOMES:

ENC 1133 is a General Education core course in Area 5—Humanities

The purpose of the humanities in the core curriculum is to understand the human condition through the study of the following: art history, literature, music history, music theory, performing arts, philosophy, and visual arts.

- H-1 Identify the humanities in various cultures.
- H-2 Elucidate the historical context of human artistic expressions.
- H-3 Analyze artistic expressions and articulate informed responses.
- H-4 Identify reasons to preserve the humanities.
- H-5 Describe core human beliefs and principles in the humanities.

The purpose of the communications area in the core curriculum is to enable the student to read critically and communicate effectively in clear and correct English.

C-1 Demonstrate the writing process through various formats using the conventions of Standard American English.

C-2 Use rhetorical modes effectively in written and oral communication.

C-3 Illustrate critical thinking in writing or oral communication.

C-4 Construct a documented essay using research and technology skills.

C-5 Analyze universal human experiences when reading and writing.

LINKING COURSE-LEVEL STUDENT LEARNING OUTCOMES WITH DISCIPLINE-SPECIFIC COMPETENCIES, ASSESSMENT METHODS, AND ARTIFACTS

COURSE-LEVEL STUDENT LEARNING OUTCOMES FOR ENC 1133	DISCIPLINE-SPECIFIC GENERAL EDUCATION COMPETENCIES	ASSESSMENT METHODS FOR COURSE LEVEL STUDENT LEARNING OUTCOMES	LEARNING ARTIFACTS FOR AA PROGRAM ASSESSMENT
--	---	--	---

<ul style="list-style-type: none"> Formulate an argumentative thesis. Develop the thesis by providing adequate support from the literature. Develop the thesis by arranging the ideas and supporting details in a logical pattern appropriate to the purpose and focus. Develop the thesis by writing coherent prose and providing effective transitional devices that clearly reflect the organizational pattern and relationships of parts. Observe the conventions of the Modern Language Association style by correctly using direct quotations and paraphrases. Observe the conventions of the Modern Language Association by avoiding plagiarism. Observe the conventions of the Modern Language Association by correctly creating a works cited page. Employ electronic resources for research. Employ conventional outline format. Observe the conventions of Standard American English. 	C-1	W, RP, DE	Documented Argumentative Essay
	C-1, C-2, C-3, C-5	W, RP, DE	
	C-1, C-2	W, RP, DE	
	C-1, C-2	W, RP, DE	
	C-1, C-4	W, RP, DE	
	C-1, C-4	W, RP, DE	
	C-1, C-4	W, RP, DE	
	C-4	W, RP, DE	
	C-1	W, RP, DE	
	C-1	W, RP, DE	

****Assessment Codes**

T = Tests Pre/Post = Pre- and Post-Tests OT = Objective Tests UT = Unit Tests Q = Quizzes F = Final Examination CF = Cumulative Final EX = Departmental Exam SE = Nat'l or State Standardized Exam	RPT = Report/Presentation SP = Skills Performance SD = Skills Demonstration W = Writing Assignments E = Essays DE = Documented Essays RP = Research papers J = Jury R = Recital	Proj. = Projects Exp. = Experiments Cap. Proj. = Capstone Project Cap. Course = Capstone Course Prac. = Practicum Intern. = Internship H = Homework PS = Problem Solving DB = Discussion Board	BO = Behavioral Observation Clin. = Clinicals CS = Case Study CP = Case Plan Port. = Portfolio Obs. = Teacher Observation Sk. Check = Skills Check-off Curriculum Frameworks JP = Judged Performance/Exhibition
---	--	---	--

MEANS OF ACCOMPLISHING STUDENT LEARNING OUTCOMES:

The student will

1. Write a concise argument thesis statement.
2. Generate a workable outline.
3. Correctly document borrowed material.
4. Research a given topic.

5. Correctly compose a Works Cited page.
6. Write an argumentative, documented essay of 2,000 words on the assigned topic using the MLA format.
7. Read all material assigned, both in the text and in the research packet.
8. Search for material in the library and electronic sources suitable to the given topic.
9. Attend class regularly.
10. Turn in all assignments on time for assessing progress.

ASSIGNMENT AND/OR COURSE OUTLINE

Assignment Specifics:

1. The documented essay must be 2,000 words on the chosen topic. Refer to the First Day Handout and the instructions for accessing the Lincweb databases via Canvas. These documents are available in the Introductory Materials Module on Canvas.
2. The documented essay must be developed by argumentation. The essay should include the title page, outline page, essay, and works cited page.
3. At least five articles should be cited in the essay. All necessary bibliographical information must be provided for each article. The student is responsible for utilizing correct format on the works cited page. Use the MLA style manual.

Plagiarism is academic dishonesty and may be defined as submitting another's work as the student's own. It includes failure to use quotation marks or other conventional marking around material quoted from any printed or electronic source. Plagiarism shall also include paraphrasing a specific source without indicating accurately what the source is. Plagiarism shall further include downloading an essay or letting another person compose or rewrite a student's written assignment. Plagiarism will result in a zero (0) for the assignment.

ASSIGNMENT AND/OR COURSE OUTLINE

Refer to the First Day Handout available in the Introductory Materials Module on Canvas. .